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How to Apply for Employment

For an up to date list of job openings and to apply for employment with the Bear River Casino Hotel, Bear River Gaming Agency and the Bear River Band of the Rohnerville Rancheria go to www.bearrivercasino.com and click on Careers/Employment under About Us.

- 1) On the careers page click on the position that you would like to apply for.
- 2) If you are a new applicant you will need to create a new profile. To do so click on the button that says "New Applicant? Apply Now"
- 3) Follow the instructions to create a profile and complete the application.
- 4) For returning applicants, click on the "Returning Applicants" link. You will need your username and password that you created the first time you applied.
- 5) Applications are given to hiring managers every Friday.
- 6) If you would like to check in on your application you may call Human Resources or come by the Human Resources office between 8am-4pm Monday-Friday to fill out an Application Check In sheet.
- 7) Application Check In sheets are solely to show the hiring manager that you are still interested, it may not be used to apply for other positions. You must use the self service center to apply for other open positions.
- 8) Only applications for open positions will be accepted. If the position is listed on the website then it is currently open.

Our online application process works best with an active email address. If you do not have an email address, you can create one for free at <u>YAHOO!</u>, <u>Outlook</u> or <u>Google</u>.